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- (S//REL) The design of the above patch provides an unclassified symbolic representation of the Program to be used in conjunction with the launch of the satellite and will be visible on the Delta IV Heavy fairing.

- (b)(1) (b)(3)
- (U) The Eagle represents the symbol of both freedom and the United States of America. The Eagle, adorned with dog tags, is using his talons to break free from any obstacle to symbolize the program's tenacity in meeting our commitment in support of the warfighter and the intelligence community. The Eagle's facial expression displays the SPO's intensity and passion during the life cycle of the acquisition. The partially hidden letters refer to the while the other tag, labeled "Bo," refers to the Eagle's nickname.
- (U) The motto "nuv qo'vaD jab" is Klingon for the phrase "Serving Those Who Serve," again representing our commitment to deliver the mission on time in support of warfighter and intelligence community needs.
- (U) NROL-71 is the OSL mission number; Delta IV-H indicates that this mission is to be launched on a Delta IV Heavy; and VAFB stands for Vandenberg AFB where the mission will originate from.

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NRO COORDINATION SHEET

NRO NUMBER: 2014-04405

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NRO COORDINATION SHEET

		NRO NUMBER: 2014-04405	_
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NRO COORDINATION SHEET - INSTRUCTIONS

The following items must be included in the Summary:

1. PURPOSE:

Statement identifies early, and in one precise sentence or bullet, who is the decisionmaker and what the decisionmaker is being asked to do. If your paper provides "information only," state that so the decisionmaker knows no decision is sought.

2. BACKGROUND:

Remember who your customer is and write to that level. Time is the enemy of senior leadership—the action officer who is brief, concise, and precise is their ally. Provide the decisionmaker relevant "who/what/when/where/why" and impact information needed to make an informed decision.

If responding to a request or query, summarize what the requestor seeks. If backup information is required, include that as a Tab and identify it to the decisionmaker. The best COORDINATION SHEET will contain all information the decisionmaker requires without referring to the Tabs. If the decisionmaker is asked to sign an implementing memorandum or letter, it should be the first Tab. A copy of the requestor's correspondence should appear early in the tabbing sequence with backup information placed at subsequent Tabs. A sample Background Paper and Point Paper are provided for your information in the Reference Section of the NRO Correspondence Handbook.

3. RECOMMENDATION:

State in precise terms what you want the decisionmaker to do, then ask yourself—if the decisionmaker approves my recommendations, can I implement? If the answer is not clear to you, it won't be to the decisionmaker.

4. DIRECTORATE & OFFICE SPECIAL ASSISTANT AND SECURITY REVIEW

The Directorate and Office (D&O) Special Assistant (SA) should review the package and sign on line 1 at the bottom of the form with a legible signature and date. D&O Security should review the package and sign on line 2 at the bottom of the form with a legible signature and date.

NOTE: If the package must go through the D&O SA and Security Officer a second time, they must review again and re-sign in the appropriate spot on the second line under their first signature.

GL BY:

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